



The U.S. Department of Justice, Office of Justice Programs' Bureau of Justice Assistance is pleased to announce that it is seeking applications for funding under the Edward Byrne Memorial Justice Assistance Grant (JAG) Program. This program furthers the Department's mission by assisting state, local, and tribal efforts to prevent or reduce crime and violence.

## **Edward Byrne Memorial Justice Assistance Grant (JAG) Program FY 2009 Local Solicitation**

### **Eligibility**

Applicants are limited to units of local government appearing on the FY 2009 JAG Allocations List. To view this list, go to [www.ojp.usdoj.gov/BJA/grant/09jagallocations.html](http://www.ojp.usdoj.gov/BJA/grant/09jagallocations.html).  
(See "Eligibility," page 1)

### **Deadline**

Registration with OJP's Grants Management System is required prior to application submission. All applications are due by 8:00 p.m. e.t. on July 9, 2009.  
(See "Deadline: Applications," page1)

### **Contact Information**

For assistance with the requirements of this solicitation, contact your State Policy Advisor:  
[www.ojp.usdoj.gov/BJA/resource/ProgramsOffice.pdf](http://www.ojp.usdoj.gov/BJA/resource/ProgramsOffice.pdf).

This application must be submitted through OJP's Grants Management System (GMS). For technical assistance with submitting the application, call the Grants Management System Support Hotline at 1-888-549-9901, option 3. The GMS Help Desk hours of operation are Monday-Friday from 7:00 a.m. to 9:00 p.m. e.t.

**Release date: May 22, 2009**

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# **Edward Byrne Memorial Justice Assistance Grant Program CFDA #16.738**

## **Overview of the JAG Program**

The Edward Byrne Memorial Justice Assistance Grant (JAG) Program (42 U.S.C. 3751(a)) is the primary provider of federal criminal justice funding to state and local jurisdictions. JAG funds support all components of the criminal justice system, from multijurisdictional drug and gang task forces to crime prevention and domestic violence programs, courts, corrections, treatment, and justice information sharing initiatives. JAG funded projects may address crime through the provision of services directly to individuals and/or communities and by improving the effectiveness and efficiency of criminal justice systems, processes, and procedures.

## **Deadline: Registration**

Applicants must register with the Office of Justice Programs' (OJP) Grants Management System (GMS) prior to applying.

## **Deadline: Applications**

The due date for applying for funding under this announcement is 8:00 p.m. e.t. on July 9, 2009.

## **Eligibility**

Applicants are limited to units of local government appearing on the FY 2009 JAG Allocations List. To view this list, go to [www.ojp.usdoj.gov/BJA/grant/09jagallocations.html](http://www.ojp.usdoj.gov/BJA/grant/09jagallocations.html). For JAG program purposes, a unit of local government is: a town, township, village, parish, city, county, borough, or other general purpose political subdivision of a state; or, it may also be a federally recognized Indian tribe or Alaskan Native organization that performs law enforcement functions as determined by the Secretary of the Interior. Otherwise a unit of local government may be any law enforcement district or judicial enforcement district established under state law with authority to independently establish a budget and impose taxes. In Louisiana, a unit of local government means the office of a district attorney or a parish sheriff. In the District of Columbia or any United States Trust Territory, a unit of local government is any agency of the District of Columbia or Federal government performing law enforcement functions for the District of Columbia or Trust Territories of the United States. For a listing of eligible units of local government, go to [www.ojp.usdoj.gov/BJA/grant/09jagallocations.html](http://www.ojp.usdoj.gov/BJA/grant/09jagallocations.html).

## **JAG Program—Specific Information**

*All awards are subject to the availability of appropriated funds and any modifications or additional requirements that may be imposed by law.*

Established to streamline justice funding and grant administration, the JAG Program allows states, tribes, and local governments to support a broad range of activities to prevent and control crime based on their own local needs and conditions. JAG blends the previous Byrne

Formula and Local Law Enforcement Block Grant (LLEBG) Programs to provide agencies with the flexibility to prioritize and place justice funds where they are needed most.

### **Formula**

The Bureau of Justice Statistics (BJS) calculates, for each *state and territory*, a minimum base allocation which, based on the statutory JAG formula, can be enhanced by (1) the state's share of the national population and (2) the state's share of the country's Part 1 violent crime statistics. Once the state funding is calculated, 60 percent of the allocation is awarded to the state and 40 percent to eligible units of local government.

States also have a variable percentage of the allocation that is required to "pass through" to units of local government. This amount, also calculated by BJS, is based on each state's crime expenditures. In addition, the formula calculates direct allocations for local governments within each state, based on their share of the total violent crime reported within the state. Local governments that are entitled to at least \$10,000 awards may apply directly to BJA for local JAG funds.

### **Purpose Areas**

JAG funds may be used for state and local initiatives, technical assistance, training, personnel, equipment, supplies, contractual support, information systems for criminal justice, and criminal justice related research and evaluation activities that will improve or enhance:

- Law enforcement programs.
- Prosecution and court programs.
- Prevention and education programs.
- Corrections and community corrections programs.
- Drug treatment and enforcement programs.
- Planning, evaluation, and technology improvement programs.
- Crime victim and witness programs (other than compensation).

### **Responsibilities**

The Chief Executive Officer (CEO) of an eligible unit of local government or a local agency designated by the CEO must submit the application for JAG funds. A unit of local government receiving a JAG award will be responsible for the administration of the funds including: distributing the funds; monitoring the award; submitting reports including performance measures and program assessment data; and providing ongoing oversight and assistance to any subrecipients of the funds.

### **Administrative Funds**

A unit of local government may use up to 10 percent of the award, plus any interest accrued, for costs associated with administering JAG funds.

### **Disparate Certification**

A disparate allocation occurs when a city or municipality is scheduled to receive one-and-one-half times (150 percent) more than the county, while the county bears more than 50 percent of the costs associated with prosecution or incarceration of the municipality's Part 1 violent crime. Multiple disparate allocations occur when multiple cities or municipalities are collectively eligible to receive four times (400 percent) more than the county.

- ★ Jurisdictions certified as disparate must identify a fiscal agent that will submit a **joint application** for the total eligible allocation. The joint application must specify the award distribution to each unit of local government and the purposes for which the funds will be used. When beginning the JAG application process, a Memorandum of Understanding (MOU) that identifies which jurisdiction will serve as the applicant/fiscal agent for joint funds, must be completed, and signed by the Authorized Representative for each participating jurisdiction. The signed MOU should be attached to the application. For a sample MOU, go to [www.ojp.usdoj.gov/BJA/grant/jag09/09JAGMOU.pdf](http://www.ojp.usdoj.gov/BJA/grant/jag09/09JAGMOU.pdf).

### **Governing Body Review**

The applicant agency (fiscal agent) must make the grant application available for review by the governing body (or to the organization designated by the governing body) not fewer than 30 days before the application is submitted to BJA.

### **Public Comment**

The Local JAG application must include a statement that the application was made public and that, to the extent of applicable law or established procedure, an opportunity to comment was provided to citizens and neighborhood or community organizations.

### **Supplanting**

Federal funds may be used to supplement appropriated funds, in an effort to augment program activities. However, federal funds cannot replace or supplant nonfederal funds that have been appropriated for the grant's purpose.

### **Award Amount**

The FY 2009 JAG Allocations List indicates the amount for which each unit of local government is eligible to apply. For a listing of eligible units of local government and eligible amounts, go to [www.ojp.usdoj.gov/BJA/grant/09jagallocations.html](http://www.ojp.usdoj.gov/BJA/grant/09jagallocations.html).

### **Length of Awards**

Awards are made in the first fiscal year of the appropriation and may be expended during the following 3 years, for a total of 4 years. Extensions may be granted at the discretion of the BJA Director and must be requested via GMS **no less than 30 days prior to the grant's end date**.

### **Trust Fund**

Each unit of local government may draw down any and all JAG funds after acceptance of the award. To do so, a trust fund must be established in which to deposit the funds. The trust fund may or may not be an interest-bearing account. If subrecipients draw down JAG funds in advance, they also must establish a trust fund in which to deposit funds.

### **Prohibited Uses**

No JAG funds may be expended outside of JAG purpose areas. Even within these purpose areas, however, JAG funds cannot be used directly or indirectly for security enhancements or equipment for nongovernmental entities not engaged in criminal justice or public safety. Nor may JAG funds be used directly or indirectly to provide for any of the following matters unless BJA certifies that extraordinary and exigent circumstances exist, making them essential to the maintenance of public safety and good order:

- Vehicles (excluding police cruisers), vessels (excluding police boats), or aircraft (excluding police helicopters).
- Luxury items.

- Real estate.
- Construction projects (other than penal or correctional institutions).
- Any similar matters.

### **Reporting Requirements**

- Once an award is accepted, quarterly financial status reports (SF-269s), quarterly performance metrics reports, and an annual progress report must be submitted to BJA.
- For more detailed information on reporting and other JAG requirements, refer to the JAG FAQs.

### **Match Requirement**

While match is not required with the JAG Program, match is an effective strategy for states and units of local government to expand justice funds and build buy-in for local criminal justice initiatives.

### **Performance Measures**

To assist in fulfilling the Department's responsibilities under the Government Performance and Results Act of 1993 (GPRA), P.L. 103-62, applicants who receive funding under this solicitation must provide data that measure the results of their work. In addition, applicants must discuss their data collection methods in the application. New performance measures have been developed by BJA with input from criminal justice members in the field (including SAAs).

Performance measures for the JAG Program can be found at:

[www.ojp.usdoj.gov/BJA/grant/JAG\\_Measures.pdf](http://www.ojp.usdoj.gov/BJA/grant/JAG_Measures.pdf).

### **How to Apply**

**Grants Management System Instructions.** Applications must be submitted through OJP's online Grants Management System (GMS). To access the system, go to <https://grants.ojp.usdoj.gov>. Applicants should begin the process a few weeks prior to the GMS registration deadline, especially if this is the first time they have used the system. Each application requires a separate GMS registration. For a step-by-step guide, visit <http://www.ojp.gov/gmscbt/> and refer to the section entitled "External Overview: Locating & Applying for Funding Opportunities." For additional assistance, call the GMS Help Desk at 1-888-549-9901 from 7:00 a.m. to 9:00 p.m. e.t.

**Note: OJP will not review any application whose attachments are in Microsoft Vista or Microsoft 2007 format.** Applications submitted via GMS must be in the following word processing formats: Microsoft Word (\*.doc), Microsoft Excel files (\*.xlm), PDF files (\*.pdf), or Text Documents (\*.txt). GMS is not yet compatible with Vista and cannot yet process Microsoft Word 2007 documents saved in the new default format with the extension ".docx." Please ensure the documents you are submitting are saved using "Word 97-2003 Document (\*.doc)" format.

In addition, GMS does not accept executable file types as application attachments. These disallowed file types include, but are not limited to, the following extensions: ".com," ".bat," ".exe," ".vbs," ".cfg," ".dat," ".db," ".dbf," ".dll," ".ini," ".log," ".ora," ".sys," and ".zip."

**CFDA Number:** The Catalog of Federal Domestic Assistance (CFDA) number for this solicitation is 16.738, titled "Edward Byrne Memorial Justice Assistance Grant Program."

**A DUNS number is required:** The Office of Management and Budget requires that all applicants for federal funds include a DUNS (Data Universal Numeric System) number in their application. Applications without a DUNS number are incomplete. A DUNS number is a unique nine-digit sequence recognized as the universal standard for identifying and keeping track of entities worldwide, including those receiving federal funds. The identifier is used for tracking purposes, to assist federal agencies with transparency of federal funding, and to validate address and point of contact information for federal assistance applicants, recipients, and subrecipients. The DUNS number will be used throughout the grant life cycle. Obtaining a DUNS number is a free, simple, one-time activity. Obtain one by calling 1-866-705-5711 or by applying online at [www.dunandbradstreet.com](http://www.dunandbradstreet.com).

## **What an Application Must Include**

### **Standard Form 424**

#### **Program Narrative (Attachment 1)**

Applicants must submit a program narrative that generally describes the proposed program activities for the 4-year grant period. The narrative must outline the type of programs to be funded by the JAG award and provide a brief analysis of the need for the programs. Narratives must also identify anticipated coordination efforts involving JAG and related justice funds. Certified disparate jurisdictions submitting a **joint application** must specify the funding distribution to each disparate unit of local government and the purposes for which the funds will be used.

#### **Budget and Budget Narrative (Attachment 2)**

Applicants must submit a budget and budget narrative outlining how JAG funds, including administrative funds if applicable, will be used to support and implement the program. A sample budget form may be found at [www.ojp.usdoj.gov/funding/forms/budget\\_detail.pdf](http://www.ojp.usdoj.gov/funding/forms/budget_detail.pdf).

#### **Review Narrative (Attachment 3)**

Applicants must include in this attachment documentation regarding the following requirements:

- Include the date that the JAG application was made available for review by the governing body. This governing body notification must occur no less than 30 days before submission to BJA.
- Include a statement that the application was made public and that, to the extent of applicable law or established procedure, an opportunity to comment was provided to citizens and neighborhood or community organizations.
- If the applicant is part of a disparate jurisdiction, include the Memorandum of Understanding (MOU), which has been executed and signed by each jurisdiction's Authorized Representative, outlining each jurisdiction's allocation and indicating which jurisdiction is serving as the applicant/fiscal agent for the joint funds.

#### **Abstract (Attachment 4)**

Applicants must provide an abstract that includes the applicant's name, title of the project, goals of the project, and a description of the strategies to be used. The abstract must not exceed a half-page, or 400-500 words.

## Additional Requirements

Successful applicants selected for award must agree to comply with additional applicable requirements prior to receiving grant funding. We strongly encourage you to review the list below pertaining to these additional requirements prior to submitting your application. Additional information for each can be found at [www.ojp.usdoj.gov/funding/other\\_requirements.htm](http://www.ojp.usdoj.gov/funding/other_requirements.htm).

- Civil Rights Compliance
- Funding to Faith-Based Organizations
- Confidentiality and Human Subjects Protections Regulations
- Anti-Lobbying Act
- Financial and Government Audit Requirements
- National Environmental Policy Act (NEPA) Compliance
- DOJ Information Technology Standards
- Single Point of Contact Review
- Non-Supplanting of State or Local Funds
- Criminal Penalty for False Statements
- Compliance with Office of the Chief Financial Officer Financial Guide
- Suspension or Termination of Funding
- Non-Profit Organizations
- Government Performance and Results Act (GPRA)
- Rights in Intellectual Property
- Federal Funding Accountability and Transparency Act (FFATA) of 2006



[illegible]

State	Jurisdiction Name	Government Type	**Eligible Individual Allocation	Total Eligible Joint Allocation for Disparates
FL	BRADENTON CITY	Municipal	\$43,081	
FL	BREVARD COUNTY	County	\$116,195	
FL	CAPE CORAL CITY	Municipal	\$40,033	
FL	CASSELBERRY CITY	Municipal	\$14,828	
FL	CHARLOTTE COUNTY	County	\$66,984	
FL	CITRUS COUNTY	County	\$36,917	
FL	CLAY COUNTY	County	\$75,854	
FL	CLERMONT CITY	Municipal	\$12,568	
FL	COCOA BEACH CITY	Municipal	\$13,732	
FL	COCOA CITY	Municipal	\$44,074	
FL	COLLIER COUNTY	County	\$133,010	
FL	COLUMBIA COUNTY	County	\$25,239	
FL	CORAL GABLES CITY	Municipal	\$13,767	
FL	DAYTONA BEACH CITY	Municipal	\$104,038	
FL	DE LAND CITY	Municipal	\$19,109	
FL	DE SOTO COUNTY	County	\$17,534	
FL	DELRAY BEACH CITY	Municipal	\$70,375	
FL	DORAL CITY	Municipal	\$14,623	
FL	ESCAMBIA COUNTY	County	\$202,802	
FL	FLAGLER COUNTY	County	\$19,862	
FL	FLORIDA CITY	Municipal	\$27,533	
FL	FORT MYERS CITY	Municipal	\$96,641	
FL	FORT WALTON BEACH CITY	Municipal	\$11,986	
FL	GADSDEN COUNTY	County	\$27,123	
FL	GAINESVILLE CITY	Municipal	\$109,072	
FL	GREENACRES CITY	Municipal	\$28,116	
FL	HAINES CITY	Municipal	\$10,513	
FL	HENDRY COUNTY	County	\$25,616	
FL	HERNANDO COUNTY	County	\$65,306	
FL	HIALEAH CITY	Municipal	\$133,044	
FL	HIGHLANDS COUNTY	County	\$18,458	
FL	HILLSBOROUGH COUNTY	County	\$504,677	
FL	HOLLY HILL CITY	Municipal	\$11,678	
FL	HOMESTEAD CITY	Municipal	\$94,073	
FL	INDIAN RIVER COUNTY	County	\$32,294	
FL	JACKSON COUNTY	County	\$19,794	
FL	JACKSONVILLE BEACH CITY	Municipal	\$17,979	
FL	JACKSONVILLE CITY	Municipal	\$733,164	
FL	JUPITER TOWN	Municipal	\$19,212	
FL	KEY WEST CITY	Municipal	\$18,595	
FL	KISSIMMEE CITY	Municipal	\$54,553	
FL	LAKE CITY	Municipal	\$18,972	
FL	LAKE COUNTY	County	\$89,381	
FL	LAKE PARK TOWN	Municipal	\$10,308	
FL	LAKE WORTH CITY	Municipal	\$60,272	
FL	LAKELAND CITY	Municipal	\$55,820	
FL	LEE COUNTY	County	\$186,912	
FL	LEESBURG CITY	Municipal	\$27,191	
FL	LEVY COUNTY	County	\$15,411	

State	Jurisdiction Name	Government Type	**Eligible Individual Allocation	Total Eligible Joint Allocation for Disparates
FL	LYNN HAVEN CITY	Municipal	\$12,123	
FL	MADISON COUNTY	County	\$11,130	
FL	MANATEE COUNTY	County	\$232,254	
FL	MARION COUNTY	County	\$154,893	
FL	MARTIN COUNTY	County	\$51,231	
FL	MELBOURNE CITY	Municipal	\$80,648	
FL	MIAMI BEACH CITY	Municipal	\$115,065	
FL	MIAMI CITY	Municipal	\$622,722	
FL	MIAMI GARDENS CITY	Municipal	\$194,720	
FL	MIAMI-DADE COUNTY	County	\$922,029	
FL	MONROE COUNTY	County	\$23,972	
FL	MOUNT DORA CITY	Municipal	\$10,616	
FL	NASSAU COUNTY	County	\$89,655	
FL	NEW PORT RICHEY CITY	Municipal	\$18,527	
FL	NEW SMYRNA BEACH CITY	Municipal	\$12,397	
FL	NORTH MIAMI BEACH CITY	Municipal	\$47,156	
FL	NORTH MIAMI CITY	Municipal	\$72,669	
FL	NORTH PORT CITY	Municipal	\$14,315	
FL	OCALA CITY	Municipal	\$66,368	
FL	OCOE CITY	Municipal	\$17,773	
FL	OKALOOSA COUNTY	County	\$44,211	
FL	OKEECHOBEE COUNTY	County	\$26,712	
FL	OPA-LOCKA CITY	Municipal	\$45,375	
FL	ORANGE COUNTY	County	\$710,357	
FL	ORLANDO CITY	Municipal	\$423,618	
FL	ORMOND BEACH CITY	Municipal	\$10,890	
FL	OSCEOLA COUNTY	County	\$79,279	
FL	PAHOKEE CITY	Municipal	\$11,130	
FL	PALATKA CITY	Municipal	\$21,540	
FL	PALM BAY CITY	Municipal	\$58,218	
FL	PALM BEACH COUNTY	County	\$303,005	
FL	PALM BEACH GARDENS CITY	Municipal	\$13,150	
FL	PALM SPRINGS VILLAGE	Municipal	\$10,479	
FL	PALMETTO BAY VILLAGE	Municipal	\$10,856	
FL	PALMETTO CITY	Municipal	\$28,253	
FL	PANAMA CITY	Municipal	\$37,773	
FL	PASCO COUNTY	County	\$144,516	
FL	PENSACOLA CITY	Municipal	\$49,348	
FL	PLANT CITY	Municipal	\$30,102	
FL	POLK COUNTY	County	\$165,304	
FL	PORT ST LUCIE CITY	Municipal	\$35,889	
FL	PUTNAM COUNTY	County	\$62,019	
FL	QUINCY CITY	Municipal	\$11,164	
FL	RIVIERA BEACH CITY	Municipal	\$80,169	
FL	ROYAL PALM BEACH VILLAGE	Municipal	\$11,404	
FL	SANFORD CITY	Municipal	\$29,554	
FL	SANTA ROSA COUNTY	County	\$29,280	
FL	SARASOTA CITY	Municipal	\$57,361	
FL	SARASOTA COUNTY	County	\$76,505	

State	Jurisdiction Name	Government Type	**Eligible Individual Allocation	Total Eligible Joint Allocation for Disparates
FL	SEBRING CITY	Municipal	\$10,411	
FL	SEMINOLE COUNTY	County	\$63,080	
FL	ST AUGUSTINE CITY	Municipal	\$11,883	
FL	ST CLOUD CITY	Municipal	\$17,808	
FL	ST JOHNS COUNTY	County	\$53,560	
FL	STUART CITY	Municipal	\$10,411	
FL	SUMTER COUNTY	County	\$15,924	
FL	SUWANNEE COUNTY	County	\$16,472	
FL	TAMPA CITY	Municipal	\$415,091	
FL	TEMPLE TERRACE CITY	Municipal	\$10,959	
FL	TITUSVILLE CITY	Municipal	\$36,814	
FL	VOLUSIA COUNTY	County	\$95,888	
FL	WAKULLA COUNTY	County	\$10,787	
FL	WALTON COUNTY	County	\$12,020	
FL	WELLINGTON VILLAGE	Municipal	\$16,061	
FL	WEST PALM BEACH CITY	Municipal	\$121,675	
FL	WINTER GARDEN CITY	Municipal	\$25,034	
FL	WINTER HAVEN CITY	Municipal	\$22,808	
Local total			\$1,241,940	
State award			\$20,421,492	
Grand total for Florida			\$21,663,432	
<p><b>**Shaded allocation amounts for disparate jurisdictions appearing in the "Eligible Individual Allocation" column are suggested amounts based on what each jurisdiction would have been eligible to receive if there was no identified disparity. Disparate jurisdictions are responsible for determining individual allocations and documenting individual allocations in the MOU. Additional JAG Frequently Asked Questions can be found on the BJA JAG web page at: <a href="http://www.ojp.usdoj.gov/BJA/grant/jag.html">http://www.ojp.usdoj.gov/BJA/grant/jag.html</a>.</b></p>				
<p><b>* Counties that have an asterisk (*) under the "Eligible Individual Allocation" column are ineligible for a direct FY 2009 Edward Byrne Memorial Justice Assistance Grant (JAG) award from BJA. For JAG purposes, these counties remain a partner with the jurisdictions receiving funds and must be a signatory on the required Memorandum of Understanding (MOU). A sample MOU is provided online at: <a href="http://www.ojp.usdoj.gov/BJA/grant/jag09/09JAGMOU.pdf">http://www.ojp.usdoj.gov/BJA/grant/jag09/09JAGMOU.pdf</a>.</b></p>				